



Bend Metro Park & Recreation District

August 18, 2020

# Board of Directors

## Agenda and Reports

[www.bendparksandrec.org](http://www.bendparksandrec.org)



*play for life*



## **Our Vision**

To be a leader in building a community connected to nature, active lifestyles and one another.

## **Our Mission**

To strengthen community vitality and foster healthy, enriched lifestyles by providing exceptional park and recreation services.

## **We Value**

Excellence by striving to set the standard for quality programs, parks and services through leadership, vision, innovation and dedication to our work.

Environmental Sustainability by helping to protect, maintain and preserve our natural and developed resources.

Fiscal Accountability by responsibly and efficiently managing the financial health of the District today and for generations to come.

Inclusiveness by reducing physical, social and financial barriers to our programs, facilities and services.

Partnerships by fostering an atmosphere of cooperation, trust and resourcefulness with our patrons, coworkers and other organizations.

Customers by interacting with people in a responsive, considerate and efficient manner.

Safety by promoting a safe and healthy environment for all who work and play in our parks, facilities and programs.

Staff by honoring the diverse contributions of each employee and volunteer, and recognizing them as essential to accomplishing our mission.

*play for life*

District Office | Don Horton, Executive Director

799 SW Columbia St., Bend, Oregon 97702 | [www.bendparksandrec.org](http://www.bendparksandrec.org) | (541) 389-7275



**BOARD AGENDA COMMUNICATION**

<b>AGENDA DATE:</b>	August 18, 2020
<b>SUBJECT:</b>	Southeast Bend Park and Trail Planning
<b>STAFF RESOURCE:</b>	Sarah Bodo, Planner Henry Stroud, Planner Michelle Healy, Deputy Executive Director
<b>PREVIOUS BOARD ACTION:</b>	None
<b>ACTION PROPOSED:</b>	None
<b>STRATEGIC PLAN:</b>	
<b>Pillar:</b>	Operations & Management Practices
<b>Outcome:</b>	A balance between caring for existing infrastructure and new development
<b>Strategy:</b>	Ensure the district is maintaining its adopted Level of Service targets

**BACKGROUND**

This presentation is intended to provide an overview of current park and trail planning and coordination efforts in southeast Bend (see attached map).

Southeast Bend is forecast to grow significantly in the coming years. In 2016, 2,380 acres of land for housing and employment were added to the city's Urban Growth Boundary, a large proportion of which is located on the city's southeastern edge. These areas contain several park-search areas identified in the district's Comprehensive plan (areas #23, 24, 27, 28 and 29), planned trails, and the High Desert Park site, a 32-acre property owned by the district for future development of a community park. To plan for the expected growth, district staff is coordinating with the City of Bend and private developers to ensure that adequate park and trail facilities are developed.

The City of Bend is currently developing the Southeast Area Plan (SEAP) to guide future growth within the 479-acre expansion area located east of 15<sup>th</sup> Street and south of Ferguson Road. District staff has been coordinating with the city on code development for the SEAP which will require the development of an extensive system of multi-use trails including the High Desert Trail that will connect Alpenglow Park to High Desert Park. Additionally, it will ensure that the district is granted easements for the sections of trail we intend to operate. This new code can be used as a model for future expansion area plans as well as to modify existing city code related to trail development. This effort is being coordinated with the development of a new trail maintenance agreement between the district and the city. Staff is also working to ensure the SEAP includes the provision of land that may be dedicated to the district and be developed as a neighborhood park to serve future residents. The southeast expansion area may also contain an elementary school.

Additionally, four other sites in the southeast totaling 591 acres are being considered for land development. These include:

- The Easton Development is a 75-acre site located east of 15<sup>th</sup> Street and north of Knott Road. It is anticipated to contain 428 single family homes and 127 townhomes, eight acres of open space and two miles of trail. A portion of the High Desert Trail will run through the property. The district is currently negotiating with the developer, Pahlisch Homes, on the possible acquisition of a 2.75-acre property for development of a neighborhood park.
- Pahlisch Homes is also planning development of Easton South, an additional 44 acres located directly south of Easton extending to Knott Road. The preliminary plans include 2.75 acres of open space, medium and standard density residential development, commercial development and an elementary school.
- The Stevens Tract is 370-acres owned by the Oregon Department of State Lands, east of 27<sup>th</sup> Street between Ferguson and Reed Market Roads. The developer, Lands Bend Corporation, is planning for high, medium and standard density residential development; industrial and commercial development; and trails and open space. The property may also include an elementary school. The development will include approximately 1,450 residential dwelling units. Lands Bend Corporation is proposing the 18-acre landfill area become a park and open space land. The landfill area has a number of constraints associated with it, including remediation which the developer would complete, caves with potential for bat habitat, distance from the residential zones proposed, and a free-form shape. Staff is in very early discussion with the developer on the provision of a park and trail connections in the area.
- The district and JL Ward Co. are coordinating on provision of a neighborhood park and natural area in the Murphy Road Development, near Jewell Elementary. The 102-acre development extends both north and south of Murphy Road and east of Country Club Drive. The proposal includes a 2.5-acre neighborhood park adjacent to an 11-acre natural area with almost a mile of natural surface trail. The development is zoned standard density residential and is expected to include 399 single-family homes and 49 townhomes.

### **BUDGETARY IMPACT**

There are no current budget impacts at this time. Parks and trails are acquired by the district through a variety of means. Some parks or trails are required via land use approval to be dedicated or donated as part of open space and transportation requirements, while others are purchased by the district. Each situation is unique and depends upon the specific requirements of the individual development and negotiations with developers. When property is proposed to be purchased by the district, the terms of negotiations would be discussed with the board during an executive session, prior to final action by the board during a public business session. New parks and trails that are not dedicated are usually funded with system development charges.

### **STAFF RECOMMENDATION**

None. Staff would like to update the board on the future of southeast Bend and seek feedback on the proposed parks and trails in the area.

**MOTION**

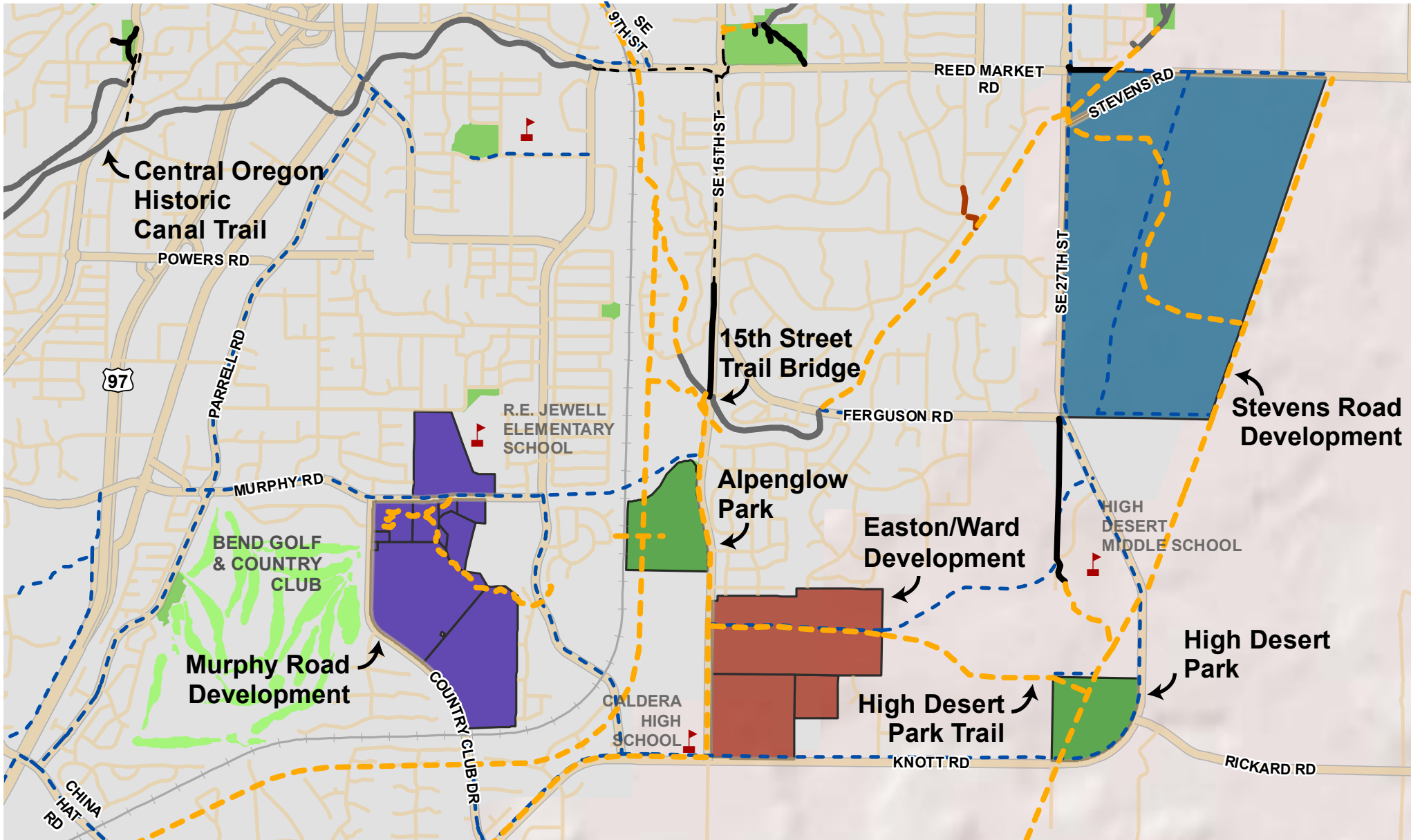
None

**ATTACHMENTS**

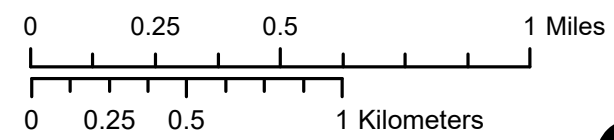
1. Southeast Bend Project Map



# Southeast Expansion Area Planning



- - - Planned Trail BPRD
- - - Planned Trail City
- Paved Trail
- Gravel Trail
- Natural Surface Trail
- BPRD Park
- Golf Course
- - - Road/Sidewalk Connection



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<b>BOARD AGENDA COMMUNICATION</b>
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<b>AGENDA DATE:</b>	August 18, 2020
<b>SUBJECT:</b>	Next Steps for Drake Park Bank and Trail Project and Mirror Pond
<b>STAFF RESOURCE:</b>	Don Horton, Executive Director
<b>PREVIOUS BOARD ACTION:</b>	None
<b>ACTION PROPOSED:</b>	Work session item to clarify district's roll in Mirror Pond and to seek direction to advance both projects. Any formal action necessary will take place at a later date.
<b>STRATEGIC PLAN:</b>	
<b>Theme:</b>	Community Connection
<b>Objective:</b>	Analyze and Adapt to Changing Community Need
<b>Initiative:</b>	Acquire land, and plan and develop trails, river access, parks, natural areas and recreation facilities to meet identified community demand and future need.

**BACKGROUND**

In 2015, the district and the City of Bend adopted a community vision for Mirror Pond. As a part of meeting the intent of the vision two efforts have been on a parallel path, the district has been working on the Drake Park Bank and Trail Project and the city, district and Mirror Pond Solutions have worked on a plan to remove sediment build-up in the pond. Mirror Pond sediment work has been permitted, but put on hold because of the pandemic and lack of full-funding for the project. The Drake Park Bank and Trail Project is in the final stages of permitting and right-of-way acquisition.

Earlier this year, staff applied for a grant to help support the bank and trail project. The project has been reviewed and approved by the Oregon Park and Recreation Commission. The National Park Service will review the grant this Fall with anticipation of notice to proceed sometime this winter. Once notice to proceed has been given, the district will have up to two years to expend the grant funds giving the district a short window to finalize the easements.

In order to advance these two projects there are four decision points that need to be considered.

**DECISIONS POINTS AND BACKGROUND**

1. Easements – Right-of-way for the trail must be acquired from 7 property owners along the bank of Mirror Pond. We have received either a signed easement or verbal commitment from all landowners except from Mirror Pond Solutions. Resolution No. 430 calls for the easements to be provided if the district participates in the dredge. In addition to easements needed for the trail construction, Resolution No. 430 calls for Mirror Pond Solutions to



provide an easement over the entire pond (all property owned by Mirror Pond Solutions) for recreational use. A similar easement exists over the Mill Pond. This would assure legal access to the pond for recreation users.

2. Dredge – Resolution No. 418 calls for the district to contribute \$300,000 toward the dredge. Resolution No. 430 reaffirms the district’s commitment to providing funding for the dredge and also calls for the district to manage, administer and oversee any proposed project to dredge Mirror Pond. This was agreed to at the time because more than 60% of the land surrounding the pond is parkland, most of which have high activity during the summer months when a dredge would take place. Having control of the contract would allow for better coordination with park use. Even if the district does not contribute directly to the dredge, it would be prudent to maintain control of the project in order to control its impact on park users and events.
3. Fish Passage –Resolution No. 430 calls for the city and district to enter into a memorandum of understanding (MOU) to update the 2015 Community Vision by evaluating options for fish passage and ways to reduce the frequency and quantity of future sediment removal. Prior to the pandemic, a MOU was drafted between the city and district but has not been executed. The executive director has been authorized by Resolution No. 430 to sign the MOU, without further action, but chose to first carry the MOU to the board for review prior to signing in order to gain input from new board members who were not on the board at the time Resolution No. 430 was adopted.

## RECOMMENDATIONS

RECOMMENDATION NUMBER 1: Rather than tying the provision of easement to the dredge, that the district acquire the necessary easements for the trail project and the recreation overlay easement called for in Resolution No. 430, with the understanding that no additional funds will be contributed by the district toward dredging the pond (other than project management costs), and that the cost not exceed the \$300,000 allocated in the 2020-21 budget. This will require an addendum to Resolution No. 430 to be adopted by the board.

RECOMMENDATION NUMBER 2: The district honor its commitment to provide project management services if/when the City of Bend and MPS are successful in providing the funding called for in Resolution No. 430 to complete the project. Under district administration, the dredge project would not be executed until such time that all funds from the city and Mirror Pond Solutions have been received to complete the project. This will require that the city, district and MPS enter into binding agreements that detail responsibilities of each party.

RECOMMENDATION NUMBER 3 – The MOU has been revised since it was last seen by the board. The MOU should be brought back before the board for review prior to execution.

## **BUDGETARY IMPACT**

The 2020-21 budget allocates \$300,000 toward the Mirror Pond project.

**STAFF RECOMMENDATION**

Staff recommends moving forward with the three recommendations above.

**MOTION**

None

**ATTACHMENTS**

None



# Board of Directors

July 21, 2020

District Office Building | 799 SW Columbia | Bend, Oregon

## AGENDA

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To support Governor Brown’s recommendation for social distancing, the Board of Directors conducted the regular board meeting by live video.

*View the board meeting live stream via [Bend Park and Recreation Facebook page](#).*

### 5:30 p.m. CONVENE MEETING

### VISITORS

### WORK SESSION

1. Deschutes County Health Department Guest Speaker – *Morgan Emerson*

Ms. Emerson explained that the Deschutes County Health Department has asked that organizations and businesses work with them when identifying COVID-19 close contacts and appropriate notification to exposed individuals and the public. She said that there are some positives to any organization that wants to inform patrons of possible exposure. It allows organizations to shape the message, but she cautioned that releasing information out to the public can lead to media exposure when there is no additional risk to the public. She recommended looking at the situation and finding balance. Ms. Emerson said the county is committed to coordinating quickly and working with the district on all cases and assuring that staff has what they need to get the messaging out.

Ms. Emerson said beyond notification, providing communications and messaging to the public about situational behaviors like gatherings of people outside of the household is important. She added that the county is seeing cases come from at home barbecues and similar social gatherings. She said the county does not have any data that show cases are coming from the river, but said it is still important to encourage good social behaviors there.

The board asked the following questions:

- Would the county be able to contact trace to river activities?
- How much should the district warn river users of the risk?
- What does the county recommend in protecting people’s privacy?
- Is the county sharing all information that they can share?
- What percentage of cases are coming from out of town?

Ms. Emerson responded that there have not been any cases traced back to district facilities or park areas. She explained that contact tracing refers to prolonged and close contact with an infected individual. The county’s collected data does not capture activities that don’t meet the threshold of close contact. For the public, she said there is a continuum of risk and passing someone on a trail wearing a mask is not a greater risk than passing someone at a grocery store; however, the evidence suggests that social gatherings from multiple households is a greater risk. Multiple people hanging

out in large groups on a beach are higher risk and may be good information to share. Ms. Emerson said that one area that has not been shared as much is where cases are coming from: travel, employment related, or community spread. Ms. Emerson said she would send the information that the county has on this to the district for the board. She added that the county has been sharing travel data, but does not have a clear mechanism for tracking people that traveled here and then returned home and tested positive.

The board asked about the best practices for gaining compliance and enforcement. Ms. Emerson said that the best success comes from how the message is communicated. She said providing education and shifting social norms without shaming, normalizing the desired behaviors and making masks available are all ways to gain compliance.

The board spoke about the public misconception of authority that the district has to enforce rules and laws. Executive Director Horton added that the district is limited on enforcement measures and can only enforce using exclusion measures from district parks and facilities and currently the police are not enforcing the guidance. He said staff is concentrating on education measures to inform users of the rules, but the high numbers of users make it difficult to enforce and staff must rely on people to comply with the guidance. He added that OSHA is another enforcement agency and they can investigate businesses and agencies that are reported for not following the guidelines.

Ms. Emerson reiterated that signage about spacing people out and encouraging masks, putting out information that normalizes the guidance recommendation and allowing for easy access to face coverings are the best ways to gain compliance. She said the negative association with enforcement can carry other risks and asking for voluntary compliance is more successful overall.

The board expressed appreciation for Ms. Emerson's time.

## 2. Update on COVID-19 Communication Plan – Julie Brown and Matt Mercer

Ms. Brown gave an overview of how the district will communicate COVID-19 cases. She said that it is important to remember that the district has a public communications policy that guides the district for all types of communication. This policy was included in the agenda packet. During this pandemic, staff has worked closely with Deschutes County Health services. She explained that this is not the first time that the agencies have worked together; last year an out of town visitor to Juniper reported a positive measles case. Together, the agencies decided to make this case a public announcement because measles is highly contagious, exposure was unknown and it posed a risk to the greater community.

Ms. Brown explained the district's overall objectives in communications pertaining to COVID-19:

- Contribute to the health and safety of the community.
- Maintain confidentiality while notifying others about potential exposure.
- Support district partner's role, Deschutes County in this case.
- Meet the district's high standards for transparency.

Ms. Brown said there are factors in deciding which communication tool to use. For example: if there is a confirmed COVID-19 case of a staff member or patron the following steps would be taken with the help of Deschutes County Health:

- Provide the details on contact tracing in a timely and complete manner.
- Determine if the district needs to suspend a program or close a facility.
- Begin notifications for participants (or guardians).
- Determine if broad public notification is necessary based on potential risk factors.

Ms. Brown said that it is the responsibility of the district to set the expectation with participants of when and if they would be notified of a COVID-19 case. A confirmed positive case with a very public facing staff member would lead the district to assess whether to notify more broadly with considerations to confidentiality. She said a template has been created in advance to provide the framework for a press release if needed.

In the case that a public facing staff member tests positive for COVID-19 the following steps would be taken:

- Report to Deschutes County Health Services.
- Provide all detail for contact tracing to the county.
- County, district department head and district human resources department collaborate to determine the next appropriate steps for notification to potentially exposed patrons.
- At risk employees would be sent home immediately to wait for further instructions.
- Evaluate if a program needs to be suspended or if a facility needs to close.
- Deep cleaning and sanitation to facility.
- Complete accident/incident reports.
- Coordinate with the county to issue press release.

Ms. Brown next talked about the district sign program. She said the district has been sharing drafts of signs with the county to ensure consistent public messages. The signs are continually updated with information as the guidance changes. Staff is working on visual assets with pictures of people wearing face coverings and modeling behaviors that need to be normalized.

Ms. Brown said she has reached out to other public agencies and peer agencies to discuss their communication plans and the district is in alignment with these agencies. Next month, she said that it will be important to work closely with the school district for operation of Kids, Inc. She said she would like to be sure that the district is coordinated with the school district plans and communications.

Ms. Brown responded to further questions about informing the public, she said it is important to make sure the response is appropriate to the risk of the community and avoid desensitizing the community with unnecessary information. Ms. Emerson joined the discussion and agreed with Ms. Brown about the possibility of desensitizing the public with information when public is not at risk. She added it can overwhelm the media and doesn't help to further encourage safe behaviors.

The board asked about signs in Spanish and if any of the park stewards speak Spanish. Ms. Brown responded that staff has been working to get as many of the district signs in Spanish as possible. She said that keeping signs in place has been a challenge through this time. Many signs that are out in public have disappeared. Staff is doing the best they can to replace signs and keep them updated. Staff is looking ahead at other district signage for further opportunities to create more in Spanish. She added the district webpage does have information in Spanish and is updated regularly. This takes a lot of time and translation resources. Ms. Healy confirmed later in the meeting that at least one park steward is fluent in Spanish and a couple of others can speak some Spanish.

### 3. Update on Parks and Facilities – Michelle Healy and Matt Mercer

Ms. Healy said the number of people in the parks continues to increase. She said she would like to address some questions that she has received about the data that is collected on river floaters. In 2017, staff installed two counters at the bridge at the Whitewater Park. The counters are intended to count the number of trips (not the number of people) taken on the river. The counters were located at the portage pathway and fish ladder area; the counters were not completely accurate and staff determined that the count could be 10-30 percent low due to multiple people being on one float or tethered, and only counted as one trip. This year, three counters have been installed and appear to be doing a better job of collecting data. The river tube concessionaire in past years has provided the district with zip code data of tube renters. She said that because the district does not have rentals this year, the district will have less data. The data from the concessionaire last year showed that 1:5 of the 30,000 tubes rented was a local rental. Many visitors were from outside of Central Oregon, but still from Oregon.

The board asked about new challenges that the park stewards are facing in parks. Ms. Healy responded that the district has seven park stewards and 85 parks to patrol. Stewards are working hard to keep up a presence and doing their best to be positive and educate patrons. They are dealing with people that are not modeling safe behaviors and people that are upset about it. Jeff Hagler, Park Stewardship Manager, participates in weekly calls with other agencies to talk about enforcement. The focus of the calls has been education and voluntary compliance. Staff continues to work with bend patrol and the police force, but enforcement is very challenging.

The board asked about adding stewards, handing out masks at the take-out point and signage that discourages floating the river. Ms. Healy said the stewards are spending more time along the river corridor, staff has considered a chute system at the beach that discourages hanging out on the beaches and would guide people as they enter and exit the river. The challenge with this is staff does not want to make it too hard to get in the river and send people to other areas to create their own access points.

Executive Director Horton said adding more park stewards may not be enough, he would like to see some presence from the Bend Police Department. Eric King, City Manager, has suggested that Community Resource Officers could be used to help at the river. Executive Director Horton said the solution would be to reduce the number of people using the river and no one knows how to effectively do that. He said there is a need to have more community efforts to control the behaviors on the river and shores. Executive Director Horton said that other cities are having the same type of issues. For the river, in a normal year, when school starts use drops drastically. Could be different this year with depending on the school schedule. The drop will still likely be enough to alleviate the concern.

Executive Director Horton said he wanted to speak about the rudimentary boat access at Columbia Park. The site has degraded over time and has become a safety hazard. Staff asked the city for permission to fence the area off until the district can decide how to fix it. Illegal bridge jumpers have used the access point to exit the river. He said the fencing will likely go up at the end of the week and because bridge jumping will be more difficult, may help curb some of the gathering in that area of the park.



Mr. Mercer shared some slides that show Juniper use this year compared to last year. He explained the slides show the impact to the district with limited capacity compared to attendance to facilities last year. He said late cancellations is affecting the camp attendance, but parents are reporting that kids are having fun and staff is working hard to maintain the guidelines.

Mr. Mercer spoke about the total visits to Juniper, he added that as new options open, attendance is increasing. The dry side visits to Juniper are low and the pool visits are more popular, particularly lap swim. He said that there is a trend across the nation that is showing that people are reluctant to attend group fitness classes during the pandemic. The warm weather offers more options for people to exercise outside of a gym. Some fitness classes at Juniper have already been eliminated due to low enrollment. Mr. Mercer said modified swim lessons will begin soon, parents will be required to attend and be in the water with their student. This is the last activity that is intended to be added this summer.



Mr. Mercer said that staff is planning ahead for fall under the following assumptions:

- Community is operating under current restrictions and guidelines.
- School will be in session with elementary schools operating 5 days a week.
- The District will have access to school facilities.

Mr. Mercer said that staff is recommending that the timeline for renovating the indoor pool at Juniper and opening Larkspur Community Center be adjusted to late 2020 or early 2021. The following reasons were considered in making this recommendation:

- COVID-19 pandemic is not at the end and facilities are operating under a lot of restrictions.
- Facilities are experiencing a decrease in demand for the services and there is a lot of capacity available at Juniper.
- The closure and renovation of the indoor pool at Juniper should coincide with the opening of Larkspur in order to offer services to the public and maintain pool capacity during the Juniper pool closure.

- The additional time may allow for redesign to the pool renovation and bring costs closer to the budgeted costs.
- Reduces operating costs to the district until full programming can resume.
- Larkspur Community Center was designed with older population in mind and would like to delay opening until this population feels more comfortable using the facility.

Mr. Mercer said it is important to keep the district financially stable. The revenue generated from the services being offered are not enough to cover the costs. Providing services this summer will cost more than what was budgeted and operating both facilities in the fall for three months would cost the district an additional \$400,000. He said there is a contingency fund for money needed outside of the budget, but staff wants to be careful that it is not spent in the first few months since the end of the pandemic is unknown. He pointed out that the community can still be served very well with the additional capacity available at Juniper.

The board asked for an update on fall team sports. Mr. Mercer said that staff is working with the school district to operate Kids, Inc. and the school district would like it to operate at full capacity. The district can offer no contact sports; staff is planning to run fall soccer. Flag football is still being worked out and it is unknown if basketball programs will be offered in the winter. The Timbers soccer club will be operating under the same recreational sport guidelines as the district. Mr. Mercer said that a lot of the district sports are played in conjunction with the school district, so if schools are not open, the district will not likely operate those programs.

### **CONSENT AGENDA**

1. Minutes – 07/07/2020

***Director Mendez made a motion to approve the consent agenda with corrections. Director Schoen seconded. The motion passed unanimously, 5-0.***

### **EXECUTIVE DIRECTOR’S REPORT**

- Executive Director Horton said the only agenda item on the August 4 agenda will not be ready and recommended canceling the next board meeting. The board agreed to cancel the meeting.
- Director Kropf asked if Executive Director Horton anticipated that mask enforcement would be discussed at the shared governance meeting tomorrow. Executive Director Horton replied that he did not anticipate that it would be discussed until after the city council addresses it at the special call meeting on Thursday morning.

### **PROJECT REPORT**

#### **BOARD MEETINGS CALENDAR REVIEW**

#### **GOOD OF THE ORDER**

- Director Kropf would like staff to continue to think about potential options and solutions for the river. He added that he had been in contact with a Warm Springs archeologist that may work with the district on signs that acknowledge the indigenous people that lived in the areas of the district parks.
- Director Schoen said she would like to discuss holding board meetings in person. She said that there has been some criticism of school boards that are meeting virtually and plan to open schools in the fall. She added that she thinks the board does better work when everyone is in the same room. The board discussed the idea and agreed that in person meetings are better,

but expressed reservations about attending in person due to being in an enclosed space for an extended period of time. The board decided that meeting virtually was still effective and the best way to meet until the guidelines are lifted.

- Director Méndez said he liked the idea of handing out masks to river users and eliminating excuses for not wearing them. He said handing out masks helps normalizing the behavior.
- Director Hovekamp thanked the board for their confidence in him and electing him as the chair. He commented that the board made a good selection on choosing Director Méndez as vice chair. Director Hovekamp commented that he is proud of the district's ability to be reasonable with communications and follow the guidelines in a non-partisan and rational manner.

**ADJOURN:** 8:20 pm



Prepared by,  
Sheila Reed  
Executive Assistant

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Nathan Hovekamp, Chair

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Ariel Méndez, Vice-Chair

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Jason Kropf

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Deb Schoen

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Ted Schoenborn

<b>BOARD AGENDA COMMUNICATION</b>
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<b>AGENDA DATE:</b>	August 18, 2020
<b>SUBJECT:</b>	Construction Contract Award for 15 <sup>th</sup> Street Trail Bridge Project
<b>STAFF RESOURCE:</b>	Jason Powell, Construction Manager Brian Hudspeth, Development Manager
<b>PREVIOUS BOARD ACTION:</b>	July 15, 2014, Approved Land Acquisition; June 6, 2017, Approved Park Name; October 3, 2017, Approved Professional Services Contract; March 6, 2018, Adopted Master Plan; July 17, 2018, Approved Amendment to Professional Services Contract; July 16, 2019, Approve Amendment to Professional Services Contract for Alpenglow Park; September 2, 2019, Approve Utility Construction Agreement
<b>ACTION PROPOSED:</b>	Award Construction Contract
<b>STRATEGIC PLAN:</b>	
<b>Pillar:</b>	Operations & Management Practices
<b>Outcome:</b>	A balance between caring for existing infrastructure and new development
<b>Strategy:</b>	Ensure the district is maintaining its adopted level of service targets

**BACKGROUND**

The 15<sup>th</sup> Street Trail Bridge project, located adjacent to SE 15<sup>th</sup> Street, near Chloe Lane and the Central Oregon Historic Canal Trail, will create a new north to south trail connection over the Central Oregon Irrigation District canal. The bridge connects the newly built trail along SE 15<sup>th</sup> street to Alpenglow Park.

The district is working closely with the city to develop the trail system in Bend. Portions of the new trail constructed near the SE 15<sup>th</sup> Street and Murphy Road roundabout, and north to Reed Market Road, were built as part of the Murphy Road construction done by the City of Bend.

This new 15<sup>th</sup> Street Trail Bridge is a key linkage and helps complete the trail network from Reed Market Road to Alpenglow Park, as well as provide broader connections from the Central Oregon Historic Canal Trail to the new schools south of Alpenglow Park (see attachment A for a map of the bridge location and associated trail connections). Funding for the design and construction of this new bridge is part of the Alpenglow Park project.

On June 25, 2020, the district advertised the 15<sup>th</sup> Street Trail Bridge construction project as a lump sum bid. A mandatory pre-bid meeting was held for all prospective bidders on July 9, 2020. Bids

were opened and read on July 30, 2020. The base bid includes the bridge fabrication and installation as well as abutments, retaining walls, a gate, signage and asphalt pathways.

The following twelve bids were received:

Oregon State Bridge Construction Inc.:	Base Bid: \$399,999
Griffin Construction LLC:	Base Bid: \$389,999
JAL Construction, Inc.:	Base Bid: \$359,500
Mocon Corporation:	Base Bid: \$359,355
Kirby Nagelhout Construction Company:	Base Bid: \$349,947
Andersen Const. Company of Oregon LLC:	Base Bid: \$379,500
Deschutes Construction Corporation:	Base Bid: \$427,342.38
Marcum & Sons LLC:	Base Bid: \$371,300
West Coast Contractors Inc.:	Base Bid: \$601,200
Stellar J Construction Inc.:	Base Bid: \$394,800
Conway Construction Company:	Base Bid: \$429,825
Kellcon Inc.:	Base Bid: \$429,000

The lowest bid was Kirby Nagelhout Construction Company in the amount of \$349,947. The engineer's estimate for construction was \$360,632.

**BUDGETARY IMPACT**

The district's 2020-24 Capital Improvement Plan (CIP) includes \$11,395,800 in park system development charges to develop Alpenglow Park. (The funding for the 15<sup>th</sup> Street trail bridge is part of the funding allocated for Alpenglow Park.) To date the district has spent \$1,778,914.37 on utility construction, design and permitting for Alpenglow Park.

Accepting the low bid of \$349,947, plus a 10% contingency of \$34,995, brings the total funding allocated for the construction of the bridge and trail connection to \$384,942. This leaves a remaining funding allocation of \$9,231,943.63 for the construction of Alpenglow Park, which is expected to begin later this fiscal year.

**STAFF RECOMMENDATION**

Staff recommends that the board award a construction contract to the low bidder, Kirby Nagelhout Construction Company, for a total contract amount of \$349,947. Staff further recommends the

board approve a 10% contingency of \$34,995, for a total construction budget not to exceed \$384,942.

**MOTION**

*I move to authorize the executive director to award a construction contract to Kirby Nagelhout Construction Company, for construction of the 15<sup>th</sup> Street Trail Bridge for a total bid amount of \$349,947, and to approve an additional 10% construction contingency of \$34,995, for a total construction budget not to exceed \$384,942.*

**ATTACHMENT**

Attachment A – Map of 15<sup>th</sup> Street Trail Bridge location and trails

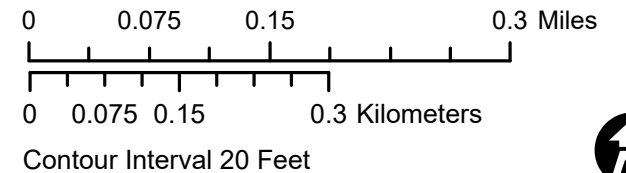


# 15th Street Trail Bridge



- Planned Trail BPRD
- Planned Trail City
- Paved Trail
- Gravel Trail
- Natural Surface Trail

- Road/Sidewalk Connection
- BPRD Park



## **Board Calendar 2020**

### **September 1**

#### **Work Session**

- ◆ Update on Parks and Facilities

#### **Business Session**

- ◆ GMP for JSFC Pool Tank Renovation – *Bronwen Mastro (10 minutes)*
- ◆ Petrosa Agreement Approval (Park Search Area) – *Sarah Bodo (30 min)*

### **September 15**

\*Ask for 2 board members to volunteer for policy committee

#### **Work Session**

- ◆ Update on Parks and Facilities

#### **Business Session**

- ◆ Contract Award for Hollygrape ADA – *Jason Powell (10 minutes)*

### **October 6**

#### **Work Session**

- ◆ Update on Parks and Facilities

#### **Business Session**

### **October 20**

#### **Work Session**

- ◆ Park Services Report

#### **Business Session**

### **November 3**

#### **Work Session**

- ◆ Recreation Report

#### **Business Session**

### **November 17**

#### **Work Session**

- ◆ Park Services Report

#### **Consent Agenda**

- ◆ Codify Policies

#### **Business Session**

### **December 1**

#### **Work Session**

- ◆ Recreation Report

#### **Business Session**

## **December 15**

### **Work Session**

- ◆ Park Services Report

### **Business Session**

- ◆ Alpenglow Park Contract Award - *Ian Isaacson (10 minutes)*

IGA with the City for Planning – *Michelle Healy and Don Horton (45 min)*

Recreation Programming Plan – *Matt Mercer and Michael Egging*

Transportation Discussion with CTAC– *Eric King and Susanna Julber (45 min)*

IGA with the City for Mirror Pond Silt Removal – *Don Horton (30 min)*

Annexation – Smallwood Property – *Sarah Bodo (10 min)*

Refund Policy – *Matt Mercer*

Award construction contract for Big Sky Park – *Brian Hudspeth (15 min)*

MOU for Fish Passage – *Don Horton (30 min)*

Recreation Report: Next Steps Program – *Monica McClain-Smith and Carolyn Creedican (15 min)*

Park Services Hard Surface Program – *Jason M and Alan Adams (15 min)*

Centennial Celebrations – *Julie Brown (20 min)*

Agreement for Riverbend South project with UDWC – *Ian Isaacson (20 min)*

Park Services Report: Fleet and Equipment Program – *Roy Radcliff (15 min)*

Park Services Report: Prescribed Fire – *Jeff Amaral (30 min)*

Park Services Report: Hardsurface Program – *Alan Adams and Jason Monaghan (15 min)*

Approve Credit Card Processor Contract – *Justin/Jut/Betsy*

Update on Bi-lingual Communications – *Julie Brown and Kathya Avila Choquez (20 min)*

SDC's and Affordable Housing